



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF HEALTH CARE SERVICES

STEVE ARWOOD  
DIRECTOR

## MICHIGAN BOARD OF NURSING HOME ADMINISTRATORS MEETING OF JUNE 18, 2013

### APPROVED MINUTES

In accordance with the Open Meetings Act, 1976, PA 267, as amended, the Michigan Board of Nursing Home Administrators met in regular session on June 18, 2013 at the Ottawa Building, 611 W. Ottawa, Conference Room 1, Upper Level Conference Center, Lansing, Michigan.

### ***CALL TO ORDER***

Hermina Breuker, Chairperson, called the meeting to order at 10:05 a.m.

### ***ROLL CALL***

***Members Present:***

Hermina Breuker, N.H.A., Chairperson  
Carl Ver Beek, Public Member, Vice Chairperson  
Pam Ditri, N.H.A.  
Kathleen Hanert, N.H.A.  
Kimberly Kimbrough-Wozniak, N.H.A.  
Jeanne Smith, N.H.A.

***Members Absent:***

Todd Cook, Public Member  
Thomas Ensign, N.H.A.  
Sara Fazio, Public Member

***Staff Present:***

Amy Schneider, Board Secretary, Policy, Rules and Board Support Section  
Norene Lind, Board Manager, Policy, Rules and Board Support Section  
Joe Campbell, Director, Enforcement Division  
Susan Bushong, HPRP Contract Administrator/Outreach Coordinator

***Others Present:***

None

## ***APPROVAL OF MINUTES***

*MOTION* by Ditri, seconded by Hanert, to approve the minutes of the December 18, 2012 meeting as presented.

*MOTION PREVAILED*

## ***APPROVAL OF AGENDA***

*MOTION* by Hanert, seconded by Ver Beek, to approve the agenda with the following addition: Item A. "NAB Conference Update" under New Business.

*MOTION PREVAILED*

## ***REGULATORY CONSIDERATIONS***

None

## ***OLD BUSINESS***

### **Administrative Rules Review**

Breuker discussed open end issues from the last meeting pertaining to the previous review of the Administrative Rules. All previously discussed issues have been amended in this version of rules.

Breuker inquired if the new Bureau Director had an opportunity to review and approve the rules. Lind informed that the Office of Regulatory Reinvention did make some revisions to Rule 339.14008, and she provided the Board members with a copy of the Amended Rule 339.14008. Engle approved those changes.

*MOTION* by Ver Beek, seconded by Ditri, to approve the June 18, 2013 "Board of Nursing Home Administrators-General Rules with the amendment of R 339.14008, as presented."

A roll call vote followed:                      Yeas – Ditri, Hanert, Smith, Kimbrough-Wozniak,  
Ver Beek, Breuker

## ***NEW BUSINESS***

### **NAB Conference Update**

Kimbrough-Wozniak attended the NAB Annual meeting, held in Seattle, Washington on June 12-14, 2013. She summarized topics of discussion such as standardized

requirements for NHA's across the country, minimum competencies for NHA's, CE and accreditation issues.

### **Department Update**

Lind announced that the two (2) Policy Analysts for the Policy, Rules and Board Support Section of Bureau of Health Care Services recently left the Bureau on May 24, 2013. She will be handling the workload until replacements can be hired.

Lind informed the Board about proposed license fee increases. She stated the Bureau will research the investigation and disciplinary costs associated with each professional license and include the information with the disciplinary documents that are provided to the Disciplinary Subcommittees (DSCs). The Department expects that the DSC will consider these costs when assessing fines.

Lind stated that a rule will be added to the general rules that apply to all boards that establishes criteria DSC members should consider when assessing fines. Lind reported that the statute provides for a maximum of \$250,000.00 fine per case for many violations.

Lind informed the Board of looking at new ways to save money. She stated the Bureau may be transitioning to paperless, as we research technological options, such as providing cases online with a log-in or distributing via email. Lind will keep the Board members informed.

### **HPRP Overview**

Susan Bushong, Contract Administrator for the HPRP Program, provided the Board members with a handout regarding "Health Professional Recovery Program," and she provided an overview of the same; a question and answer period followed.

## ***PUBLIC COMMENT***

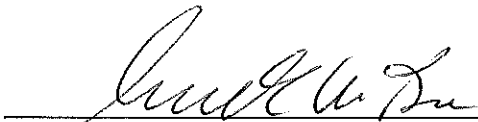
None


## ***ANNOUNCEMENTS***

The next regularly scheduled meeting will be held September 3, 2013 at 10:00 a.m. at the Ottawa Building, 611 W. Ottawa, Conference Room 4, Upper Level Conference Center, Lansing, Michigan.

## ***ADJOURNMENT***

*MOTION* by Ver Beek, seconded by Kimbrough-Wozniak to adjourn the meeting at 10:35 a.m.

*for*   
Hermina Breuker, N.H.A., Chairperson

  
Amy Schneider, Board Secretary

9/3/13  
Date Minutes Approved

6.18.13  
Date Minutes Prepared